

To: Rhode Island Renewable Energy Fund Advisory Board
From: Nancy Selman
Date: January, 2004
Re: Meeting Minutes for December 9, 2003 (Final)

Next meeting dates: Second Tuesday of every month. For 2004: 1/13, 2/10, 3/9, 4/13, 5/11, 6/8, 7/13, 8/10, 9/14, 10/12, 11/9, 12/14

In attendance: See attached Attendance List.

- 1) Update and Minutes - November Advisory Board meeting minutes were approved with the following changes:
 - a) 12 - March 31 not 30
 - b) 6c - note that the project host is BJs
 - b) 7b - replace Ascension with: Jim Bing, formerly of Ascension, the metering contractor for the PV outdoor lighting metering
 - c) December Update - approved
- 2) Audubon - The Advisory Board approved a \$20,000 grant for outreach, but it is contingent on installation of a PV system of at least 2 kW
 - a) Provide \$10,000 for outreach initially when the contract for a PV system is signed, the second \$10,000 contingent on the installation of the PV
 - b) Need specific proposal for PV, which deals with issues such as size and cost of the system, funding gap, cost overruns, sale of the RECs
 - c) Fund can provide technical assistance for siting and to write the RFP if needed
 - d) Janet Keller has additional requirements which she submitted in writing:
 - i) Article on renewable energy and how members can choose, to be featured in ASRI's monthly newsletter the Report, should also be reproduced in the newsletters of the entire environmental network: ECRI, Land Trust, Conservation Commission, NRCS, DEM link, Watershed and Rivers Councils, Grow Smart and RIBA (DEM has the mailing lists)
 - ii) Under "Additional Publicity", the East Side monthly and Ring papers should be included as additional options for publicity
- 3) Johnson and Wales University - JWU received a proposal from a firm in upstate New York, SED, to perform certain tasks related to the development of a single wind turbine at Fields Point. The proposal was for \$10,000, and JWU is seeking a grant from the Fund to pay for the contract with SED. It was generally thought that the proposal was not specific enough on the deliverables. The Advisory Board voted to pay 90% or \$9,000 towards the proposal subject to a subcommittee approving a redefinition of the deliverables. The subcommittee members are B. Grace, D. Hartley, D. Jacobson, and N. Selman. Generally, the deliverables should provide either:
 - a) Clear resolution of the specific issue; or
 - b) Specific permits filed; or
 - c) A follow-on scope of work being defined, including who should perform that work and, if possible, how many person-hours it will take to complete.A summary report should be filed which outlines fatal flaws, completed hurdles and next steps. The work funded under this proposal should prioritize and focus on the deal killers, resolving what is easily resolved and providing scoping for the rest. It was also noted that in dealing with the issue of the distribution line from the wind turbine crossing a public road to supply load in a different part of the campus - talking to Narragansett may not be enough. Narragansett has a franchise to deliver electricity in the State, and a request to cross a public road with distribution lines by JWU may trigger a review by the Commission or the PUC. The issue might be solved with PUC approval, or it may also be solved with the owner of the road (i.e., right of way purchased from the City).
- 4) Think Energy - Think's resubmitted work plan was discussed. There are two main areas where it is felt that Think can add the most value:
 - a) Workshop providing general information;
 - b) One-on-one work with few companies who are at the stage of making a decision to purchase some form of renewable energy—Think should be able to identify 3-5 prospects.

Think is currently working on a aggregated purchase of green power (delivered or tags) – B. Grace has told him to concurrently apply for the Large Customer RFP to pre-arrange a subsidy from the Fund. Think is not considered to be the right vehicle for reaching the architectural and green building community. A recommendation was made to have a subcommittee work with Think on a proposal to submit at the January meeting.

- 5) CRS – The need to provide CRS with funding for its certification activity was recognized– it was also suggested that subsidizing certification for marketers may be a useful activity for the Fund. CRS collected 600 pledge cards during the period of its contract for outreach. Not all are for green power and most people did not request contact by a vendor. It was proposed that an evaluation be made of how many of the 600 pledges sign up for Narragansett’s GreenUp program. B. Grace and N. Selman will make a recommendation, using input from the green power marketers, as to what the role is for CRS in both certification and outreach activities.
- 6) CESA – A presentation on CESA activities was postponed until January meeting.
- 7) Community Energy – Discussion of a proposal for Large Customer RFP funds was postponed until January meeting.
- 8) Davies Vocational School Solar Installers Training – this topic will be placed on the January meeting agenda.
- 9) Year End Update to legislature – a draft was circulated with December meeting materials - please provide comments to N. Selman.
- 10) Letter to NSTAR (Boston area electric utility) – A letter had been drafted by B. Grace to NSTAR protesting the way NSTAR is proposing to implement its GreenUp-type program. NSTAR is proposing to market green power itself, without the use of outside marketers. This is seen as being counterproductive to the Fund’s goal of growing the green power market. A comment was made that stronger language was needed in the letter. The issue was seen as critical for RI, if the green power marketers cannot sell through the utility in Boston, it could have a huge impact on their viability in New England. The first paragraph of the letter should state this clearly. It was pointed out that a letter from RI may give MA colleagues some political cover. The Advisory Board approved the letter being signed by the State Energy Office in order to carry more weight; the Advisory Board will be mentioned in a letter. Narragansett Electric did not support sending this letter.
- 11) Solar on Schools monitoring – The discussion of systems for data collection and monitoring was postponed until January meeting. D. Jacobson will help N. Selman to develop a proposal.
- 12) Energetech – CESA and MA Renewable Energy Trust Fund are circulating a brief on the Point Judith Project and the MA Fund will be requesting a line item in the Congressional budget for the Project, the money to be managed by NREL. In order to support this effort, J. McClanaghan will set up meetings with RI congressional delegation to explain the Project and get their support for the line item. She will also approach EDC to find out if there might be funding for the Project from that organization. The MA Fund will also approach certain state funds (with the help of CESA): CA, NJ and NY.
- 13) Smartpower – Brian Keane and his public relations/ad firm, Creative Energy, presented the early results, which were mostly anecdotal, of the campaign they are conducting in Worcester, MA in support of the National Grid GreenUp program there. Creative Energy does advertising work for business to business and business to consumers in the energy industry. The Smartpower outreach started on November 17 and goes through Christmas. Results in terms of numbers of sign ups are not yet available. Creative pieces (light bulb piece and straight text piece) were handed out. They are finding that a simpler message in a mailer would be better pointing the consumer to the website to get specifics. 40,000 pieces were mailed – used a list company to identify targets. Smartpower observed that a longer term education process is seen as being needed. Concern about Smartpower brand being confused with the GreenUp program branding was expressed. The four members of the Advisory Board remaining at the end of the meeting indicated support for Smartpower to develop a proposal with input from the Fund’s consultants and a subcommittee. The work plan will be presented to the Advisory Board in January.
- 14) Guidelines –Comments on the Guidelines:
 - a) 4 c – add “at least”
 - a) dispute resolution clause – get review from SEO lawyer (language suggests that the Fund might agree to unreasonable settlement of a dispute in order to avoid a court case.)

Decisions

- 1) The Advisory Board voted to provide Audubon with a \$20,000 grant, contingent on installation of a PV system of at least 2 kW. The Board asked that a proposal for the funding of a PV system be presented in January.

- 2) The Advisory Board voted to pay 90% or \$9,000 towards a proposal from SED to Johnson and Wales University subject to a subcommittee approving a redefinition of the deliverables.
- 3) The Advisory Board voted to send a letter to the MA Department of Telecommunications and Energy with comments on the NSTAR GreenUp-type program signed by the State Energy Office.
- 4) Smartpower was given a positive indication by four members of the Advisory Board to develop a proposal for presentation to the Advisory Board in January.

Actions/Followup

- 1) Letters will be sent to Audubon and JWU.
- 2) A subcommittee will work with Think Energy to write a work plan to submit at the January meeting for approval.
- 3) Consultants will make a recommendation regarding the role of CRS in green power certification and outreach for GreenUp. Consultants will use input from the green power marketers to make a recommendation.
- 4) Items to be placed on January agenda include: CESA update, Community Energy Large Customer proposal, Davies Vocational School installers training.
- 5) Year End Update to legislature will be finalized.
- 6) N. Selman and D. Jacobson will develop recommendations on a monitoring system for Solar on Schools.
- 7) Meetings will be set up in January with congressional representatives to present the Energetech Point Judith Project.
- 8) Consultants and a subcommittee will work with Smartpower to develop a workplan for presentation to the Advisory Board in January.
- 9) Section on dispute resolution in Guidelines will be referred to legal counsel.

Attendance
December 9, 2003

- 1) Buck, Roger
- 2) Condon, Pat
- 3) D'Ovidio, Christopher
- 4) Grace, Bob
- 5) Hartley, Doug
- 6) Jacobson, David
- 7) Lamb, David
- 8) Lueker, Bill
- 9) McClanaghan, Janice
- 10) Ryan, Eleanor
- 11) Selman, Nancy
- 12) Stephens, Erich
- 13) Teichert, Kurt
- 14) Vild, Bruce